

Before the  
**FEDERAL COMMUNICATION COMMISSION**  
Washington, D.C. 20554

In the Matter of )

Request for Review by Colegio Nuestra )  
Senora Del Rosario of )  
decision of the )  
Universal Service Administrator )  
Schools and Libraries Universal Service )  
Support Mechanism )

ADDITIONAL FILE COPY ORIGINAL

Form 471 Applications Nos. 410225 and  
410242

CC Docket No. 02-6

TO: Wireline Competition Bureau

**REQUEST FOR REVIEW**

Pursuant to Sections 54.719(c) and 54.721 of the Federal Communications Commission ("Commission" or "FCC") rules, 47 C.F.R. §§ 54.719(c) and 54.721 (2003), Colegio Nuestra Senora del Rosario ("Colegio Del Rosario") hereby appeals the decision of the Schools and Libraries Division ("SLD") of the Universal Service Administrative Company to deny requested discount in Funding Year 2004 (07/01/2004 – 06/30/2005).

**I. BACKGROUND**

On February 4, 2004, Colegio Del Rosario filed a FCC Form 471 with the SLD indicating the services for which it was requesting discounts under the schools and libraries universal service support mechanism (the "E-rate program").<sup>1</sup> On, August 16, 2004 SLD's PIA Reviewer sent the school's Selective Review. On October 18, 2004, Colegio Del Rosario, submitted their Selective Review. In this review, Colegio Del Rosario comply with the request and included an operational budget for year 2004-2005, as required in Section IB for the

<sup>1</sup> FCC Form 471 Nos. 410225 and 410242, Colegio NS del Rosario Inc. filed 02/04/2004 (Exhibit A).

completion of the Item 25 Worksheet Summary: Fax Back Page 1.<sup>2</sup> On February 15, 2005, Colegio Del Rosario received a requested clarification of why the numbers allocated in the budget were different to the ones showed in the Item 25 Fax Back Page 2. Colegio Del Rosario complies with the request by February 24, 2005.<sup>3</sup>

On April 05, 2005, the SLD issued a funding commitment decision letter denying funding for Internet Access and Internal Connections. The SLD alleged that Colegio Del Rosario did not demonstrate having secured the financial resources to pay its share.

**II. THE SLD ERRED IN FAILING TO FOLLOW FCC PRECEDENT THAT REQUIRES THE SLD TO CONTACT COLEGIO NUESTRA SEÑORA DEL ROSARIO TO REQUEST DOCUMENTATION TO SUPPORT THE REQUESTED DISCOUNT.**

The SLD states in its funding commitment decision letter that, *“During application review, you were asked to demonstrate that when you filed your Form 471 you had secured access to the funds to pay your portion of the charges and you were unable to do so.”*<sup>4</sup> Colegio Del Rosario, on the Selective Review request complied submitting a budget with the allocation in the revenue and expense sides, its E-rate share and on the second request Colegio Del Rosario clarified that the discrepancy in amounts allocated in the budget was not the school error but yes of the PIA. Colegio Del Rosario erred by not including an operational budget with the new amounts. The SLD failed on not giving the applicant the opportunity to provide additional

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<sup>2</sup> Colegio Nuestra Senora del Rosario Selective Review sent on October 18, 2004 address to Gary Carlson. (Exhibit B)

<sup>3</sup> See fax sent by PIA Gary Carlson dated February 15, 2005 (Exhibit C) and fax sent to Gary Carlson dated February 24, 2005 (Exhibit D).

<sup>4</sup> Letter from Schools and Libraries Division, Universal Service Administrative Company, to Lydia Hernandez, dated April 05, 2005.

information or documentation to support statement in their applications in case of any doubt, missing documentation or question regarding the budget by the PIA reviewer.

The Wireline Competition Bureau (“Bureau”) precedent relevant to this case states that the SLD must provide applicants with an opportunity to provide documentation to support statements in their applications. This precedent was not followed in this case. In *Beginning with Children Charter School; Yeshiva Karlin-Stolin*, 18FCC Rcd 936 (2003) (*BWC/Yeshiva*), the Bureau ruled that the SLD erred when it failed to afford two applicants an opportunity to provide additional documentation to support their ability to pay their share of the costs of the E-rate services. In that case, the Bureau determined that the applicants’ budgets failed to demonstrate that they had the ability to pay the full amount of their share of the costs. However, the Bureau noted:

Under its normal operating procedures...when the SLD identifies such problems with the budget or other initial documentation proffered by an applicant to demonstrate ability to pay, *it generally contacts the applicant and provides an opportunity to remedy the difficulty*. For example, instances where the budget for other documentation initially submitted does not demonstrate that sufficient funds have been secured to pay for all the services, *an applicant is given an opportunity to submit further documentation on this issue*. Alternatively, if the budget demonstrates sufficient funds but also reveals an overall budget deficit, *an applicant is permitted to demonstrate how additional revenues will obtain to cover the deficit or to stipulate to other expenses that will be eliminated*. Finally, if an applicant can demonstrate that it had a good faith, reasonable basis at the time the application was filed for stating that it had secured the necessary funds but that event subsequent to the filing, such as unanticipated budget cuts, have not rendered it unable to pay for all of its FRNs, *SLD provides the applicant with the opportunity to select a subset of its FRNs that its current funds can cover*.<sup>5</sup> (Emphasis added)

### **III. THE SLD ERRED IN ITS ASSERTION THAT COLEGIO NUESTRA SENORA DEL ROSARIO DID NOT DEMONSTRATE THAT THE SECURED ACCESS TO PAY E-RATE SHARE**

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<sup>5</sup> *BWC/Yeshiva*, 18 CFF Rcd 936 ¶ 9.

Under the Commission's rules, the discount available to a particular school is determined by indicators of poverty a high relative cost of service.<sup>6</sup> The level of poverty for schools is measured by the percentage of their student enrollment that is eligible for a free or reduced-price lunch under the NSLP or a federally-approved alternative mechanism.<sup>7</sup> A school's high-cost status is derived from rules that classify it as urban or rural.<sup>8</sup> The commission's rules provide a matrix reflecting both the school's urban or rural status and the percentage of its students who are eligible for the schools lunch program to establish its discount rate, ranging from 20 percent to 90 percent.<sup>9</sup>

#### **IV. CONCLUSION**

In its Selective Review, Colegio Del Rosario provided the SLD with information regarding its eligibility including a final operational budget without deficit. The SLD failed to follow FCC precedent in this area by failing to provide the applicant with an opportunity to provide documentation addressing a possible or potential problem that the SLD perceived with its application. FCC precedent holds that the SLD must provide applicants with opportunity to provide documentation to address problems with their applications. For these reasons, Colegio Del Rosario respectfully requests that the Commission reverse the SLD's decision and remand its application to the SLD for further processing.

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<sup>6</sup> 47 C.F.R. § 54.505(b)

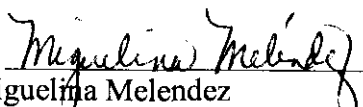
<sup>7</sup> 47 C.F.R. § 54.505(b)(1).

<sup>8</sup> 47 C.F.R. §§ 54.505(b)(3)(i), (ii).

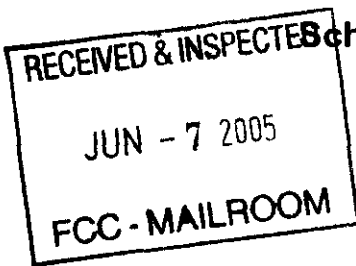
<sup>9</sup> 47 C.F.R. § 54.505(c)

Respectfully submitted,

**COLEGIO NUESTRA SENORA DEL  
ROSARIO**

/s/   
Miguelina Melendez  
Director, Colegio Nuestra Senora del  
Rosario  
Apartado 1457  
Vega Baja, PR 00694  
Tel. 787-858-2538  
Fax. 787-858-6648

May 25, 2005



**Schools and Libraries Universal Service Program**  
**Services Ordered and Certification Form 471**  
**Application Display**

*Exhibit A*

**Block 1: Billed Entity Information**

**Applicant's Form Identifier:** ROSARIO V  
 BAJA 04-2

**471 Application Number:** 410242

**Cert. Postmark Date:** 02/04/2004

**Out of Window Letter Date:** Not applicable

**Funding Year:** 07/01/2004 -  
 06/30/2005

**Form Status:** CERTIFIED - In  
 Window

**Billed Entity Number:**  
 198187

**RAL Date:** 03/08/2004

**Name:** COLEGIO NUESTRA SENORA DEL ROSARIO  
**Address:** APARTADO 1457  
**City:** VEGA BAJA **State:** PR **Zip:** 00694

**Contact Name:** LYDIA HERNANDEZ  
**Address:** 206 CALLE DR SALAS  
**City:** ARECIBO **State:** PR **Zip:** 00612

**Type of Application:** SCHOOL

**Ineligible Orgs:** N

**Block 3: Impact of Services Ordered in THIS Application**

**Number of students to be served:** 617

**Number of library patrons to be served:**

SERVICE DESCRIPTION	BEFORE ORDER	AFTER ORDER
a. (Schools/districts/consortia only) Telephone service: How many classrooms had phone service before and after your order?	1	1
b. High-bandwidth voice/data/video service: How many buildings served before and after your order?	1	4
c. High-bandwidth voice/data/video service: Highest speed to a building before and after your order?	56	512
d. Dial-up Internet connections: How many before and after your order?	1	1
e. Dial-up Internet connections: Highest speed before and after your order?	56	56
f. Direct connections to the Internet: How many before and after your order?	0	1
g. Direct connections to the Internet: Highest speed before and after your order?	0	512
h. Internet access(for schools): How many rooms have Internet access before and after your order?	1	45
j. Internet Access: How many computers (or other devices) with Internet access before and after your order?	1	54

## Block 4: Worksheets

Worksheet A No: 565055      Student Count: 617  
 Weighted Product (Sum. Column 8): 555.3      Shared Discount: N/A

1. School Name: COLEGIO NUESTRA SENORA DEL ROSARIO  
 2. Entity Number: 198187      3. Rural/Urban: Urban  
 4. Student Count: 617      5. NSLP Students: 463      6. NSLP Students/Students: 75.040%  
 7. Discount: 90%      8. Weighted Product: 555.3

## Block 5: Discount Funding Request(s)

FRN: 1124922      FCDL Date:	
11. Category of Service: Internal Connections	12. 470 Application Number: 377780000473020
13. SPIN: 143022659	14. Service Provider Name: A New Vision in Educational Services and Materials (NEVESEM)
15. Contract Number: ONE TIME	16. Billing Account Number: NUE03001
17. Allowable Contract Date: 12/23/2003	18. Contract Award Date: 01/21/2004
19a. Service Start Date: 07/01/2004	19b. Service End Date:
20. Contract Expiration Date: 09/30/2005	
21. Attachment #: 3	22. Block 4 Entity Number: 198187
23a. Monthly Charges: \$.00	23b. Ineligible monthly amt.: \$.00
23c. Eligible monthly amt.: \$0.00	23d. Number of months of service: 12
23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d): \$0.00	
23f. Annual non-recurring (one-time) charges: \$34,127.00	23g. Ineligible non-recurring amt.: \$.00
23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g): \$34,127.00	
23i. Total program year pre-discount amount ( 23e + 23h): \$34,127.00	
23j. % discount (from Block 4): 90	
23k. Funding Commitment Request ( 23i x 23j): \$30,714.30	

FRN: 1124930      FCDL Date:	
11. Category of Service: Internal Connections	12. 470 Application Number: 377780000473020
13. SPIN: 143022659	14. Service Provider Name: A New Vision in Educational Services and Materials (NEVESEM)
15. Contract Number: ONE TIME	16. Billing Account Number: NUE03001
17. Allowable Contract Date: 12/23/2003	18. Contract Award Date: 01/21/2004
19a. Service Start Date: 07/01/2004	19b. Service End Date:

<b>20. Contract Expiration Date:</b> 09/30/2005	
<b>21. Attachment #:</b> 3	<b>22. Block 4 Entity Number:</b> 198187
<b>23a. Monthly Charges:</b> \$.00	<b>23b. Ineligible monthly amt.:</b> \$.00
<b>23c. Eligible monthly amt.:</b> \$0.00	<b>23d. Number of months of service:</b> 12
<b>23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d):</b> \$0.00	
<b>23f. Annual non-recurring (one-time) charges:</b> \$8,760.00	<b>23g. Ineligible non-recurring amt.:</b> \$.00
<b>23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g):</b> \$8,760.00	
<b>23i. Total program year pre-discount amount ( 23e + 23h):</b> \$8,760.00	
<b>23j. % discount (from Block 4):</b> 90	
<b>23k. Funding Commitment Request ( 23i x 23j):</b> \$7,884.00	

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**Block 6: Certifications and Signature**

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**24a. Schools:** Y  
**24b. Libraries or Library Consortia:** N  
  
**26a. Individual Technology Plan:** N  
**26b. Higher-Level Technology Plan(s):** Y  
**26c. No Technology Plan Needed:**  
  
**27a. Approved Technology Plan(s):** N  
**27b. State Approved Technology Plan:** Y  
**27c. No Technology Plan Needed:**

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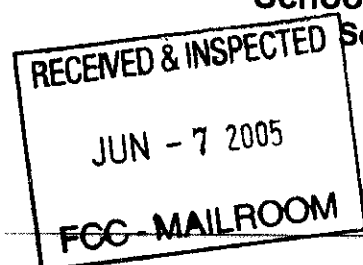
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# Schools and Libraries Universal Service Program

## Services Ordered and Certification Form 471

### Application Display



#### Block 1: Billed Entity Information

*Exhibit A*

**Applicant's Form Identifier:** ROSARIO V  
BAJA 04

**471 Application Number:** 410225

**Funding Year:** 07/01/2004 -  
06/30/2005

**Billed Entity Number:**  
198187

**Cert. Postmark Date:** 02/04/2004

**Form Status:** CERTIFIED - In  
Window

**RAL Date:** 03/08/2004

**Out of Window Letter Date:** Not applicable

**Name:** COLEGIO NUESTRA SENORA DEL ROSARIO

**Address:** APARTADO 1457

**City:** VEGA BAJA **State:** PR **Zip:** 00694

**Contact Name:** LYDI HERNANDEZ

**Address:** 206 CALLE DR SALAS

**City:** ARECIBO **State:** PR **Zip:** 00612

**Type of Application:** SCHOOL

**Ineligible Orgs:** N

#### Block 3: Impact of Services Ordered in THIS Application

**Number of students to be served:** 617

**Number of library patrons to be served:**

SERVICE DESCRIPTION	BEFORE ORDER	AFTER ORDER
a. (Schools/districts/consortia only) Telephone service: How many classrooms had phone service before and after your order?	1	1
b. High-bandwidth voice/data/video service: How many buildings served before and after your order?	1	4
c. High-bandwidth voice/data/video service: Highest speed to a building before and after your order?	56	512
d. Dial-up Internet connections: How many before and after your order?	1	1
e. Dial-up Internet connections: Highest speed before and after your order?	56	56
f. Direct connections to the Internet: How many before and after your order?	0	1
g. Direct connections to the Internet: Highest speed before and after your order?	0	512
h. Internet access(for schools): How many rooms have Internet access before and after your order?	1	45
i. Internet Access: How many computers (or other devices) with Internet access before and after your order?	1	54

## Block 4: Worksheets

Worksheet A No: 565011

Student Count: 617

Weighted Product (Sum. Column 8): 555.3

Shared Discount: N/A

1. School Name: COLEGIO NUESTRA SENORA DEL ROSARIO

2. Entity Number:

198187

3. Rural/Urban: Urban

4. Student Count: 617

5. NSLP Students: 463

6. NSLP Students/Students: 75.040%

7. Discount: 90%

8. Weighted Product: 555.3

## Block 5: Discount Funding Request(s)

FRN: 1124846 FCDL Date:	
11. Category of Service: Telecommunications Service	12. 470 Application Number: 377780000473020
13. SPIN: 143012431	14. Service Provider Name: Puerto Rico Telephone Company, Inc.
15. Contract Number: T	16. Billing Account Number: 787-858-2538
17. Allowable Contract Date: 12/23/2003	18. Contract Award Date:
19a. Service Start Date: 07/01/2004	19b. Service End Date: 06/30/2005
20. Contract Expiration Date:	
21. Attachment #: 1	22. Block 4 Entity Number: 198187
23a. Monthly Charges: \$302.00	23b. Ineligible monthly amt.: \$.00
23c. Eligible monthly amt.: \$302.00	23d. Number of months of service: 12
23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d): \$3,624.00	
23f. Annual non-recurring (one-time) charges: \$.00	23g. Ineligible non-recurring amt.: \$.00
23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g): \$0.00	
23i. Total program year pre-discount amount ( 23e + 23h): \$3,624.00	
23j. % discount (from Block 4): 90	
23k. Funding Commitment Request ( 23i x 23j): \$3,261.60	

FRN: 1124852 FCDL Date:	
11. Category of Service: Internet Access	12. 470 Application Number: 377780000473020
13. SPIN: 143022659	14. Service Provider Name: A New Vision in Educational Services and Materials (NEVESEM)
15. Contract Number: MTM	16. Billing Account Number: NUE03001
17. Allowable Contract Date: 12/23/2003	18. Contract Award Date:

19a. Service Start Date: 07/01/2004		19b. Service End Date: 06/30/2005	
20. Contract Expiration Date:			
21. Attachment #: 2		22. Block 4 Entity Number: 198187	
23a. Monthly Charges: \$1,485.00		23b. Ineligible monthly amt.: \$.00	
23c. Eligible monthly amt.: \$1,485.00		23d. Number of months of service: 12	
23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d): \$17,820.00			
23f. Annual non-recurring (one-time) charges: \$7,621.00		23g. Ineligible non-recurring amt.: \$.00	
23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g): \$7,621.00			
23i. Total program year pre-discount amount ( 23e + 23h): \$25,441.00			
23j. % discount (from Block 4): 90			
23k. Funding Commitment Request ( 23i x 23j): \$22,896.90			

FRN: 1124858		FCDL Date:	
11. Category of Service: Internet Access		12. 470 Application Number: 377780000473020	
13. SPIN: 143022659		14. Service Provider Name: A New Vision in Educational Services and Materials (NEVESEM)	
15. Contract Number: MTM		16. Billing Account Number: NUE0301	
17. Allowable Contract Date: 12/23/2003		18. Contract Award Date:	
19a. Service Start Date: 07/01/2004		19b. Service End Date: 06/30/2005	
20. Contract Expiration Date:			
21. Attachment #: 2		22. Block 4 Entity Number: 198187	
23a. Monthly Charges: \$207.00		23b. Ineligible monthly amt.: \$.00	
23c. Eligible monthly amt.: \$207.00		23d. Number of months of service: 12	
23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d): \$2,484.00			
23f. Annual non-recurring (one-time) charges: \$.00		23g. Ineligible non-recurring amt.: \$.00	
23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g): \$0.00			
23i. Total program year pre-discount amount ( 23e + 23h): \$2,484.00			
23j. % discount (from Block 4): 90			
23k. Funding Commitment Request ( 23i x 23j): \$2,235.60			

### Block 6: Certifications and Signature

24a. Schools: Y  
 24b. Libraries or Library Consortia: N  
 26a. Individual Technology Plan: N  
 26b. Higher-Level Technology Plan(s): Y  
 26c. No Technology Plan Needed:  
 27a. Approved Technology Plan(s): N  
 27b. State Approved Technology Plan: Y  
 27c. No Technology Plan Needed:

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# Colegio Nuestra Señora del Rosario

Acreditado por el Consejo General de Educación

Apartado 1457 Vega Baja, Puerto Rico 00694 • Tel. 858-2538

RECEIVED & INSPECTED

JUN - 7 2005

FCC - MAILROOM

Exhibit B

October 18, 2004.

Gary Carlson  
SLD-PIA Selective Review  
80 S. Jefferson Road  
Whippany, NJ 07981

Via Fax: 973-599-6515

Response to E-Rate Selective Review Request Information Request  
Colegio Nuestra Señora del Rosario  
Case # SR-2004-198187

Included is the response to the E-Rate Selective Review process regarding Form 471  
Application Numbers 410225 and 410242.

## Part I: Information Regarding the Competitive Bidding Process and Vendor Selection

Colegio Nuestra Señora del Rosario is a member of the Consorcio de Escuelas Católicas (CEC). The E-Rate funding process for the Colegio Nuestra Señora del Rosario was managed under their assistance. The CEC will send an explanation, description and the Bidding Process and Vendor Selection for you to receive it simultaneously for all CEC members review. It will also include supporting documentation.

## Part I: Selective Review Information Request

1. Copy of Representation Agreement .....Annex 1
2. Committee Members.....Annex 2
3. Funding Y 7 Selective Review Response.....Annex 3
4. Funding Y 7 Proposals General Guidance.....Annex 4
5. Funding Y 7 Service Provider Selection.....Annex 5
6. Technology Plan
  - a. To be received next week by Fedex or Express Mail or Certified Mail

## Part II: Information Regarding Item 25 Certification

1. Fax Back Pages 1, 2, 3 & 4
2. Colegio Nuestra Señora del Rosario 2004-2005 Budget.....Annex 6

If there is any other information you might need, do not hesitate to contact us.

Sincerely,

  
Nilda Fontán Santiago  
Director

**Acuerdo de Representación***Annex I*

Este es un acuerdo de representación donde el Colegio Nuestra Señora del Rosario solicita al Consorcio de Escuelas Católicas (Consortio) representación y apoyo en los procesos relacionados a la solicitud y utilización de fondos del programa E-Rate que administra el *Schools and Library Division (SLD)* para el fondo del año 2004. Este acuerdo define los términos bajo los cuales el Consorcio ofrecerá dicha representación y asesoramiento. Bajo este acuerdo el Colegio Nuestra Señora del Rosario y el Consorcio se comprometen a cumplir con las responsabilidades que a cada uno le corresponden según lo establece el SLD y cualquier otro compromiso o responsabilidad que ambos acuerden deben establecer. La vigencia de este acuerdo es de julio 1 del 2003 hasta junio 30 del 2005.

1. El Consorcio asesorará al Colegio Nuestra Señora del Rosario en el desarrollo e implantación de su Plan de Tecnología para que cumpla con los requisitos del SLD.
2. El Colegio Nuestra Señora del Rosario proporcionará al Consorcio la información necesaria para complementar la solicitud de propuestas (Forma 470).
3. El Consorcio en representación del Colegio Señora del Rosario publicará la Forma 470 y atenderá los procesos de establecer los requisitos de licitación, recibir propuestas de suplidores y la evaluación de las mismas.
4. El Colegio Nuestra Señora del Rosario se compromete a proveer al Consorcio o a los suplidores, información que estos soliciten para completar sus propuestas.
5. El Colegio Nuestra Señora del Rosario se compromete a participar en el proceso de someter la 471 y documentos relacionados respondiendo a las solicitudes de información y firma de acuerdos en el tiempo estipulado.
6. El Consorcio dirigirá los esfuerzos de proveer información al SLD relacionado a los procesos de solicitud y utilización de fondos E-Rate.
7. El Colegio Nuestra Señora del Rosario se compromete a cumplir con los requisitos que le establece el SLD a las entidades solicitantes en la tabla de cotejo (Apéndice I).
8. El Consorcio se compromete a cumplir con las funciones que les asigna el SLD a los consorcios representantes de entidades solicitantes (Apéndice II).
9. Otros términos y condiciones pueden ser añadidos a este acuerdo previa aprobación de ambas partes.



Representante del Consorcio

10/15/03

Fecha



Representante

10/15/03

Fecha

Colegio Nuestra Señora del Rosario

**Consortio de Escuelas Católicas de Caguas***Annex 2*

Consortio de Escuelas Católicas de Caguas is an ad hoc organization created to support the Caguas Dioceses Catholic schools in the information technology and telecommunications services procurement processes under the E- Rate program. In the event that catholic schools from other Dioceses request the Consortium support in this kind of projects, they will also be supported. The consortium will be headed by Mr. Gilberto Pérez, Associate Superintendent of Federal Funding Affairs. Miss. Lydia Hernández from Arecibo Dioceses and Sor Vivina from Mayaguez Dioceses are the regional coordinators for their Dioceses.

It is our goal to recommend the best possible E- Rate Service Provider to the schools based on the criteria listed below:

1. E- Rate implementation experience and performance
2. K- 12 Education technology related services experience
3. Technical support personnel capabilities
4. Local presence for service support
5. Integration services experience
6. Most cost effective solutions

In Order to do that we have established an evaluation committee that represent the schools interest from various perspective. These are, the overall school operation perspective (represented by a school principal), the technical perspective (represented by technology teacher), the federal funding perspective (represented by an associate superintendent of federal funding) and the schools education and curriculum perspective (represented by a school superintendent).

The Committee composition is as follows:

- |                           |   |
|---------------------------|---|
| 1. Mr. Dominicano García  | Caguas Dioceses School Superintendent       |
| 2. Mr. Gilberto Pérez     | Associate Superintendent of Federal Funding |
| 3. Ms. Madeline Carrón    | Cristo de los Milagros School Principal     |
| 4. Mrs. Jessica Rodríguez | Education Technology teacher                |

This committee will develop procedures for managing the service provider proposals evaluation and recommendation processes.

**Consorcio de Escuelas Católicas****To:** Gary Carlson**From:** Gilberto Pérez *GP***CC:** Consortium Committee**Regional Coordinators****Date:** October 15, 2004**Re:** Funding Year 7 Selective Review Responses*Annex 3***Part I. Information Regarding the Competitive Bidding Process and vendor Selection**

The Consorcio de Escuelas Católicas (CEC) in agreement with the Consorcio members managed the E-Rate Y7 Funding procurement process as follows:

**1. Request for Proposal (RFP)**

Due to the fact that each school has different technology services requirements we found it difficult to release an RFP that cover all schools needs. Nevertheless the CEC provided guidance to illustrate vendors on the process and to gather the required information they need to conform their proposals. See Annex 1-A, 1-C

**2. Bid Responses**

Copies of bid responses all (3) (Annex 2 - A to 2 - C) - Hard Copy and CD Rom

**3. Vendor Selection Process**

a. Three proposals were received for Internet Access and two proposals Internal Connections. See (2)

b. Vendor selections process:

i. Meeting with CEC members (Annex 1-A to 1-B) -- Communication to the Arecibo and Mayaguez members were conducted thru their regional coordinators and by telephone conversations.

ii Evaluation Process (Annex 1-A, 1-B and 1-C)

c. Weight Factors Table (Annex 5-A)

4. Contracts and other agreements (Annex 6-A)

5. N/A

6. Correspondence and E-mail (Annex 7-A to 7-C)

**Consortio de Escuelas Católicas**

# Memo

**To:** Consortio Evaluation Committee**From:** Gilberto Pérez *GP***CC:** Regional Committee*Annex 4***Date:** August 28, 2003**Re:** E-Rate Funding Y7 Proposals General Guidance

The Consortio Evaluation Committee informed on procedures to follow with the vendors in the E-Rate funding year 7 procurement processes. This information was distributed at the meeting on September 5, 2003.

The Consortio will publish a Form 470 that list in general the product and services the schools require implementing their technology plan initiative for year 2004 -2005. Vendors will be advised to visit or contact the individual schools to gather the necessary information to configure proposals that fulfill the individual schools requirements. Vendors will be informed that the proposals will be evaluated following the listed criteria. Also vendors will be advised that the Consortio will receive proposals up to January 12, 2004 day after the 470 is published.

- Proposal gear to the individual schools requirements
- Prior years E-Rate program implementation experience
- K-12 industry experience
- Vendor technical capabilities
- Price

**Catholic Schools Ad Hoc Committee**

# Memo

**To:** Catholic Schools from Caguas and Arecibo  
**From:** Gilberto Pérez *GP*  
**CC:** Regional Coordinators  
**Date:** January 14<sup>th</sup> 2004  
**Re:** Funding Year 7 Service Provider Selection

*Annex 5***Funding Year 7 Proposals Evaluation.**

The evaluation committee met on January 12 to 14 2004 to evaluate the proposals submitted by vendors for Caguas and Arecibo Dioceses in response to the 470's posted.

3 vendors contacted the Consortium and were directed as agreed in the notice to vendors. Three vendors that submitted proposal. The committee evaluated the proposals under the established criteria.

- Proposal gear to the individual schools requirements
- Prior years E-Rate program implementation experience
- K-12 industry experience
- Vendor technical capabilities
- Price

The Committee concluded based on members evaluation (see attachment Evaluation Table) that NEVESEM Inc. proposal substantially complied with the schools requirements and the established criteria. It was the Committee to recommend the Consortia members to endorse NEVESEM Inc. as their 471, Internet Access and Internal Connections Service Provider for Funding Year 7. The consortium members will be notified by phone on this recommendation.

**ITEM 25 WORKSHEET SUMMARY: FAX BACK PAGE 1****Item 25 Worksheet Summary**

Please add Subtotals of Sections I through VI

**Funding Year 6  
(2003-2004)****Funding Year 7  
(2004-2005)****Section I: Connectivity****I-A. Commitment Amount Requested**

Telecom

Internet Access

Internal Connections

1 \$ 2,700.00

2 \$ 16,848.90

3 \$ 20,295.36

4 \$ 48,844.26

**Total of Funding Requests (I-A)****I-B. Form 471 Applicant's Share**

Telecom

Internet Access

Internal Connections

5 \$ 300.00

6 \$ 1,872.10

7 \$ 3,255.04

8 \$ 5,427.14

**Total of Applicant Share (I-B)****I-C. Amounts not covered by USF Program**

Telecom

Internet Access

Internal Connections

9

10

11

12

**Total of Amounts Not Covered (I-C)****Total Connectivity (I-A + I-B + I-C)**

\$ 64,271.40

**Section II: Hardware****II-A. Number of Computers Connected**

13a. # 1 13b. # 25

**II-B. Number of Servers Connected**

14a. # 0 14b. # 0

**II-C. Number of Data/Voice Drops Installed**

15a. # 0 15b. # 0

**II-D. Applicant Expenditure**

16a. \$ \$2,480.00 16b. \$ \$12,900.00

**II-E. Contribution / In-Kind Donations**

17a. \$ \$23,674.00 17b. \$ \$25,000.00

**Total Hardware (II-D + II-E)**

18a. \$ \$26,154.00 18b. \$ \$37,900.00

**Section III: Professional Development****III-A. Staff Training Hours (Total 100%):**0-5 Hrs. \_\_\_\_ % 5-15 Hrs. 97 % 15-25 Hrs. \_\_\_\_ % 25-50 Hrs. \_\_\_\_ % 50 + Hrs. 3 %**III-B. Applicant Expenditure**

20a. \$ \$0.00 20b. \$ \$3,500.00

**III-C. Contribution / In Kind Donations**

21a. \$ \$0.00 21b. \$ \$0.00

**Total Professional Development (III-B + III-C)**

22a. \$ \$0.00 22b. \$ \$3,500.00

**Section IV: Software****IV-A. Applicant Expenditure**

23a. \$ \$968.85 23b. \$ \$700.00

**IV-B Contribution / In Kind Donations**

24a. \$ \$7,980.00 24b. \$ \$5,000.00

**Total Software (IV-A + IV-B)**

25a. \$ \$8,928.85 25b. \$ \$5,700.00

**Section V: Retrofitting****V-A. Applicant Expenditure**

26a. \$ \$220,000.00 26b. \$ \$28,297.00

**V-B Contribution / In Kind Donations**

27a. \$ \$0.00 27b. \$ \$0.00

**Total Retrofitting (V-A + V-B)**

28a. \$ \$220,000.00 28b. \$ \$28,297.00

**Section VI: Maintenance****VI-A. Applicant Expenditure**

29a. \$ \$23,349.00 29b. \$ \$23,349.00

**VI-B Contribution / In Kind Donations**

30a. \$ \$0.00 30b. \$ \$0.00

**Total Maintenance (VI-A + VI-B)**

31a. \$ \$23,349.00 31b. \$ \$23,349.00

**Total of E-Rate Initiative (Total of Section I to VI)**

32a. \$ \$278,431.85 32b. \$ \$15,317.40

**Technology Implementation Level (Enter Number of schools/libraries at each level from worksheet)**

Level 1 current: X

Level 2 current:

Level 3 current:

Level 4 current:

Level 1 by 8/30/08:

Level 2 by 8/30/08: X

Level 3 by 8/30/08:

Level 4 by 8/30/08:

**E-RATE IMPLEMENTATION DESCRIPTION: FAX BACK PAGE 2**

**Resource Plans and Investments:** On this worksheet you are asked to estimate any relevant investments in the resources you need to make effective use of requested E-rate services that happened prior to Funding Year 2003 covered on the *Item 25 Worksheet Summary: Fax Back Page 1* as well as any other resources that are available to you but which are not represented on the *Item 25 Worksheet*. Please use this space, or attach an additional page to provide narrative information about both your plans and strategies for securing the necessary resources to make effective use of the requested services and previous year's investments in technology. You may use the space below to cross reference sections of you approved technology plan, your budget or other relevant documentation. If you do not yet have an approved technology plan, please describe your strategy for obtaining approval from an SLD certified Technology Plan Approver. If you have made a significant investment in technology prior to Funding Year 2003, please summarize these resources that are already in place. If you have applied for matching funds or grants from other sources that have not been approved yet, please not it. Include all information about resources that you have available to make effective use of E-rate funding.

**Hardware**

During year 2002-2003 the school invested \$ 10,623.31 in the acquisition of equipment and also received through federal funds on the amount of \$2,472.00 computers and printers.

As of last year 2003-2004, the school acquired additional equipment such as one scanner one PC and 6 laser printer at a cost of \$2,480.00. With the support of Federal funds under Title V, 1 inkjet printer, one projector, 10 inkjet printers, and a total of 15 computers were acquired as an approximately cost of \$ 23,674.00

On this new scholar year 2004-2005, Colegio Nuestra Señora Del Rosario already invested the amount of \$ 12,900.00 on the acquisition of other PC's and laser printers. The school also submitted a request under Title V for 25 additional computers at an approximate cost of \$ 25,000.00.

At the present time we count with 77 computers available including the offices, computer laboratories and Library. Once the computers requested under Federal funds are received, the school will count with a total of 102 computers. Because the proposal for last year was denied, we were not able to increase the amount of computers connected to the Internet. In the eventuality that this year is approved, we will be able to increase the amount connected from 1 to 25. The server available at the school is not installed due to the fact that is not functional. No drops are installed either.

Colegio Nuestra Señora del Rosario  
BEN# 198197  
Page -2-

### **Professional Development**

Some of our faculty members received training through Federal funding with the Consortium during scholar year 2002-2003. This training represents an approximately investment of \$1,080.00.

For year 2003-2004, the teaching personnel did not receive trainings due to not approved Federal funds. Colegio Nuestra Señora del Rosario counts with a total of 41 teachers that are skillful in the use of computers, therefore, on this year 2004-2005, half of our teaching personnel is about to receive a five day training directed to the use and managing of the computers and the integration of the technology to the different subjects. These trainings will be financed by the school at a cost of \$ 3,500.00. Because we understand the importance of training to maintain the personnel updated to be able to teach using the vehicles offered by the technology, we will continue to look forward with the Consortium for other trainings that can be receive during this year.

### **Software:**

The school during scholar year 2002-2003 invested \$2,285.00 in new program and Federal funds on the amount of \$2,090.00 were approved and assigned to the school also for the acquisition of new programs. For last scholar year 2003-2004, the school invested on the acquisition of new educational programs the amount of \$968.85. During this same year we requested an operating system at an approximate cost of \$ 7,960.00 through Federal funds that are were not approved then and we expect to receive this year 2004-2005. Besides this during this scholar year we are acquiring also through Federal Funds at an approximate cost of \$ 5,000.00, new programs for the basic classes in the curriculum. Also the school is investing \$ 700.00 in the acquisition of other programs like Encyclopedias for the Library and an 8 course on Interactive Computer Science.

13 WIN95  
11 WIN 98  
5 WIN 2000XP  
10 WIN 2000  
5 Office XP  
16 Office 97  
1 Office 97 Professional Edition  
1 Lotus 1-2-3  
12 Contruyendo Algebra  
12 El Geometra  
77 Norton Antivirus  
15 Windows XP Professional  
8 Windows 2000 Professional  
6 Microsoft Works

Colegio Nuestra Señora del Rosario

BEN# 198197

Page -3-

### **Retrofitting**

Previous to year 2003, the school invested \$225,000.00 in the construction of a square for the students use, an audiovisual room with storage area and a conference room at the Library.

On 2003-2004 a diversified of enhancements and repairs were made. Installation of a Central Unit for the pre-school room, construction of three new classrooms and an office for the Elementary section of the school as well as the replacement of students chairs, chalk boards, tables, security locks, security grills and fences and fans for the classrooms were made at an Institutional investment of \$220,000.00.

As of this year 2004-2005, we already installed at a cost of \$ 5,897.00, three air conditioners, two in the new office and one in the Administration Office.

We expect this year also to be able to install a new intercom system and a sub-station at an approximate cost of \$ 22, 400.00.

### **Maintenance**

During year 2002-2003 the school invested during the year \$20,049.48 on the maintenance contract of the photocopy machines and computers that are not under warranty. We also invested \$8,269.00 on equipment such as scanners, computers peripherals send to repair. On year 2003-2004 the school invested \$23,349.00 in maintenance contracts for the photocopy machines and computers. Nine computers, three switchboards and a monitor were sent to repair at an institutional cost of \$ 2,980.00. For this year 2004-2005, we will continue with the maintenance contract on the photocopy machines with De Lange/Ricoh and computers with Caribbean Computers were the school is investing \$ 23,349.00. Because we still have around 22 computers under warranty, we do not expect to have too many repairs. If any occur, the school will finance the repair.

**E-RATE IMPLEMENTATION DESCRIPTION: FAX BACK PAGE 3**

**E-Rate Implementation:** On this worksheet please describe your overall strategy for implementing your E-Rate requests this year, noting specially any differences if not all of your facilities are the same technology implementation level. Please give us an overall picture of what you are trying to accomplish so that we can better understand how the requested services will work in conjunction with the resources that you have identified throughout this document.

On this year implementation we will continue to expand the existing connectivity and access services to most of the teaching rooms with the school. Teachers training is continuing in curriculum and technology integration to maximize the technology usage and its effectiveness in the teaching and learning process. Parent involvement in the technology usage to support the student's education will continue to be part of this plan.

As an overall goal the school seek that all graduates students become competent and confident users of technology. We will expand to all levels with adequate and convenient access to the appropriate technology that supports their learning needs. We will continue developing a technology infrastructure flexible enough to support current and emerging education needs. Teachers and supporting staff development in technology literacy and curriculum integration will provide the students the appropriate support resources to achieve their educational and technology competency goals.

In our Technology Plan we took in consideration the development the school should have in all the areas related to the infrastructures technology.

**E-RATE IMPLEMENTATION DESCRIPTION: FAX BACK PAGE 4****Selective Review Information Request Completion Certification**

If the applicant's authorized representative completed the information in this document, please attach a copy of the letter of agency or other agreement between the applicant and consultant authorizing them to act on the school or library's behalf. For the purposes of this form, in the Employer's Name field, a consultant should enter the name of his or her consulting firm.

<b>SECTION 1: AUTHORIZED EMPLOYER INFORMATION</b>			
Name <b>Nilda Fontán</b>		Title <b>Director</b>	
E-mail Address		Telephone Office <b>787-858-2538</b> Fax <b>787-807-6648</b>	
Employer's Name <b>Colegio Nuestra Señora del Rosario</b>			
Employer's Street Address <b>Apartado 1457, Vega Baja</b>		State <b>PR</b>	Zip Code <b>00694</b>
<b>SECTION 2: APPLICANT INFORMATION</b>			
Billed Entity Name <b>Colegio Nuestra Señora del Rosario</b>		Billed Entity Number <b>198187</b>	
Funding Year 2004 Forms 471 Application Numbers: <b>410225 , 410242</b>			
<b>SECTION 3: CERTIFICATION STATEMENT</b>			
* I certify that I prepared the responses in this document on behalf of the above named entity.			
* I certify that despite any budget deficits, fund-raising effort shortfalls, or other uncertainties that the funding source(s) identified for my applicant share of E-rate will not be affected.			
Authorized Signer's Signature <i>Nilda Fontán Santiago</i>		Date <b>10/15/2004</b>	
Authorized School Official's Signature		Date	

**Selective Review Information Request Checklist:**

Remember to include all of the following in your response:

- \* Copies of signed and dated contracts relating to the Form (s) 471 for all contracted services, except those contracts that are state master contracts.
- \* Copies of all requests for proposals, etc., where a vehicle other than the Form 470 was used for procurement.
- \* Copies of all bids that were received for all funding requests.
- \* Complete documentation regarding the process used for selecting your service provider(s).
- \* Copies of any consulting agreement.
- \* Correspondence between the consultant/service provider and the school/library regarding the competitive bidding process and the application process.
- \* Copy of your technology plan that supports your funding request for Funding Year 2004.
- \* Fax Back Pages 1-4
- \* Approved operating budget which includes both revenues and expenses or alternative budget documentation.
- \* Letter of agency or agreement if responder is authorized representative of the eligible entity, if required.

FROM : Colegio Sradel Rosario

FAX NO. : 787 887 6648

Aug. 24 2004 01:42PM P12

FROM :

FAX NO. :

Aug. 24 2004 10:06PM P2

Annex 6

**COLEGIO NUESTRA SEÑORA DEL ROSARIO  
PRESUPUESTO PARA EL AÑO ESCOLAR  
2004-2005**

**Ingresos**

Mensualidades y Matrículas  
Otros Ingresos  
**Total Ingresos**

**\$1,230,310****60,000****\$1,290,310**

*Total E-Late  
\$5,427.14*

**Gastos Administrativos**

Salarios  
Aportación salarial  
Gastos plan de retiro  
Seguros  
Renta de equipo  
Cuotas escuelas católicas y otras  
Actividades escolares  
Equipos tecnológicos  
Agua, luz y teléfono  
Impresos y gastos de oficina  
Servicios profesionales y externos  
Donativos  
Reparación y mantenimiento Equipo  
Reparación y mantenimiento Edificio  
Gastos Misceláneos  
Servicios Bancarios

\$846,581

66,668

37,748

36,357

19,000

10,000

14,000

**30,000****60,000**

10,000

21,230

2,000

15,000

40,000

15,000

**6,000****Total Gastos Administrativos****\$1,229,584**

*Int Conn #3,255.04  
Telecom \$20.00  
Internet \$1,872.00*

**Sobrante****\$60,726**



Universal Service Administrative Company  
Schools & Libraries Division

CASE SR-2004-198187

Date: **February 15, 2005**  
To: **Lydia Hernandez**  
Entity: Colegio Nuestra Señora Del Rosario  
Phone: 787-878-1095  
Fax: 787-878-1095  
Sender: Gary Carlson  
Phone: 973-884-8344  
Fax: 973-599-6515  
Subject: **Funding year 2004 E-Rate**

*Exhibit C*

\*\*\*

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This fax is a follow up to the information you provided in reference to the E-Rate Selective Review Information Request Funding Year 2004. **Please provide the information requested by the close of business Feb. 22, 2005.** If we do not receive the information by that date, your application will be reviewed based on the information we currently have, which may impact the approval of your application.

1) Budget:

**ISSUE:** You provided what appears to be a 'Draft Budget' via fax back on Oct. 18, 2004 and as such you need to also provide **a letter signed by a school or library official** (superintendent, board president, chief business administrator). **The letter should explain** what phase of the approval process you are in . . . (see below for more details). **Also the budget needs to reflect the original 'applicant's E-rate Share (\$7,443.61) rather than** you modified amount of \$5,427.14. **Please also explain why you changed this dollar amount?**

OR

Please **submit a finalized operating budget for 2004-2005 showing both revenues and expenses indicating where** your portion of e-rate is coming from on both the revenues and expenses sides of the budget. If a finalized operating budget for 2004-2005 is **not available or in the early stages of an approval process, please provide a letter signed by a school or library official** (superintendent, board president, chief business administrator). **The letter should explain** what phase of the approval process you are in, whether your share of funding is contingent on any outside action (e.g. voter approval, board approval, state legislation, etc.) and whether in the absence of such outside

approval, you anticipate being able to meet your share. Also make sure that the letter identifies the specific amount that you will have available to pay your share. For example, if you have \$100,000 that you will be putting in your budget, make sure that that is noted in the letter. **In addition to that letter (and in lieu of a finalized budget) please provide one of the following** as noted below:

- **A draft budget** for FY 2004-2005 showing both revenues and expenses indicating where your portion of e-rate is coming from on both the revenues and expenses sides of the budget.
- A resolution of a governing Board authorizing the filing of a Form(s) 471 for a given dollar amount, for given services and/or products, within a given timeframe. For us to consider such a resolution sufficient evidence that your entity has provided for payment of your share of E-rate, the resolution should specify the funding year, the fiscal year, or the school year during which the payment is authorized.

Note: if a final, approved budget is provided, we may verify that budget with independent sources.

If a final, approved budget is not available, we require a combination of a letter (described above) AND one of the bulleted examples above. We require both, not one or the other.

2) **Technology Plan: Please provide a copy of your current technology plan.**

3) **Bids:** Please provide copies of all bids received for ALL funding requests (Telecommunications Services, Internet Access, and Internal Connections), including month to month and tariff services. Please indicate the # of bids received for all funding requests.

FRN 1124846 (TS), # of bids received = \_\_? Vendor PR Telephone Co selected how?

Please call me if you have questions at 973-884-8344

Thank you.

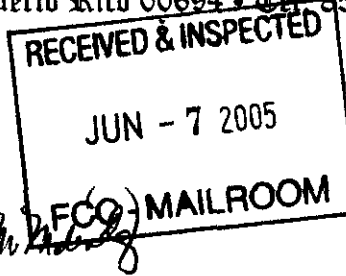
**Gary Carlson**  
Selective Reviewer



# Colegio Nuestra Señora del Rosario

Acreditado por el Consejo General de Educación

Apartado 1457 Vega Baja, Puerto Rico 00694 • Tel. 858-2538



*Exhibit D*

To: Gary Carlson  
PIA Reviewer

From: Miguelina Meléndez-Aybar  
Principal  
Colegio Nuestra Señora del Rosario

Date: March 3, 2005

Subject: Funding year 2004 E-rate

---

## 1) Budget-

The buget provided on the select ive Review sent to your atttion back on Octubre18,2004, is a final and approved bud get for scholar year 2004-2005. In regard to your concern the amount that represent our E-rateshave been modified, I certify that it has not been. I am providing you with the same information you sent to our contact person Lidia Hernández, were you will be able to corroborate that the amounts used are the same as the ones you provided(annex1 and 2).

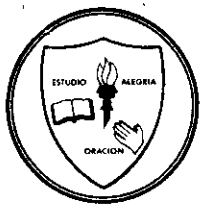
## 2) Technology Plan- Included (annex 3)

## 3) Bids-FRN 1124846 (TS)

Number of bid s reccived - 0

Vendor PR Telephone Co selected how?

For Telecommunication Service we choose The PuertoRico Telephone Company, because it has been our Telephone Company for many years. This company has been providing a satifactory service to our school. Therefore we used actual bill from our service provider in order to request funding. We used actual consumption to calculete the request and provied copy of the bills.



# Colegio Nuestra Señora del Rosario

Acreditado por el Consejo General de Educación

Apartado 1457 Vega Baja, Puerto Rico 00694 • Tel. 858-2538


March 3, 2005

Mr. Gary Carlson:  
SLD  
PIA Reviewer

Mr. Carlson:

I would like to inform you that I am the new Principal of school. Ms. Nilda Fontán who used to be the Principal at the time of the Selective Review was made, was transferred to another level in the school.

Cordially,

  
Miguelina Meléndez-Aybar  
Principal  
Colegio Nuestra Señora del Rosario



Universal Service Administrative Company  
Schools & Libraries Division

**E-RATE SELECTIVE REVIEW INFORMATION REQUEST  
FUNDING YEAR 2004**

**CASE # SR-2004-198187**

To:	LYDI HERNANDEZ	From:	Gary Carlson
Your Phone Number:	787-878-1095	My Phone Number:	973-884-8344
Your Fax Number:	787-878-1095	My Fax Number:	973-599-6515
Entity Name:	COLEGIO NUESTRA SENORA DEL ROSARIO	My E-Mail Address:	gcarlso@sl.universalservice.org
Today's Date:	08/16/2004	Total Pages:	16
<b>PLEASE RESPOND BY:</b>	<b>08/30/2004</b>		
Form 471 Application Number(s):	410225, 410242		

**PLEASE CALL TO CONFIRM THAT  
THIS DOCUMENT HAS BEEN RECEIVED IN ITS ENTIRETY.**

**Time Sensitive – 14-Day Response Expected**

It is important that we receive all of the information requested within 14 calendar days of the date of this document so that we may complete our review of your funding request(s).

**Who can respond to this request for information**

This document requests information that must be provided by the applicant, or by the applicant's authorized representative. If the applicant is responding to this document, it must return the enclosed certification (Fax Back Page 4) to the Schools and Libraries Division (SLD) along with the requested material. If the applicant's authorized representative is responding to this document, the authorized representative must sign and return (1) the enclosed certification to SLD along with the requested material AND (2) a letter of agency or other agreement between the applicant and consultant authorizing them to act on the school or library's behalf.

**How to respond**

Please send your responses to the questions outlined on the following pages to:

**Via Fax:**

Gary Carlson  
PIA Selective Review  
973-599-6515

**Via Expedited Mail:**

Gary Carlson  
SLD  
80 S. Jefferson Road  
Whippany, NJ 07981

**Via email:**

gcarlso@sl.universalservice.org

Thank you for your assistance as we work to assure the integrity of the Schools and Libraries Universal Service Support Mechanism. It is important that we receive all of the information requested within 14 calendar days. A checklist of the items requested in this document is included on Fax Back Page 4.

If you have any questions with regard to this request or these worksheets, please contact the reviewer at the phone number or email address listed above.

Box 125 – Correspondence Unit; 80 South Jefferson Road; Whippany, NJ 07981  
Visit us online at: <http://www.sl.universalservice.org>

# ITEM 25 WORKSHEET SUMMARY: FAX BACK PAGE 1

**Item 25 Worksheet Summary**  
Please Add Subtotals of Sections I through VI

Funding Year 2003  
(07/01/03-06/30/04)

Funding Year 2004  
(07/01/04-06/30/05)

## Section I: Connectivity

### I-A. Commitment Amount Requested

• Telecom	1	\$2,700.00
• Internet Access	2	\$16,848.90
• Internal Connections	3	\$29,295.36
<b>Total of Funding Requests (I-A)</b>	<b>4</b>	<b>\$48,844.26</b>

### I-B. Form 471 Applicant's Share

• Telecom	5	\$300.00
• Internet Access	6	\$1,872.10
• Internal Connections	7	\$3,255.04
<b>Total of Applicant Share (I-B)</b>	<b>8</b>	<b>\$5,427.14</b>

### I-C. Amounts not covered by E-Rate

• Telecom	9	\$
• Internet Access	10	\$
• Internal Connections	11	\$
<b>Total of Amounts Not Covered (I-C)</b>	<b>12</b>	<b>\$</b>

**Total Connectivity (I-A + I-B + I-C) \$ \$**

## Section II: Hardware

II-A. Number of Computers Connected	13a. #	13b. #
II-B. Number of Servers Connected	14a. #	14b. #
II-C. Number of Data/Voice Drops Installed	15a. #	15b. #
II-D. Applicant Expenditure	16a. \$	16b. \$
II-E. Contribution / In-Kind Donations	17a. \$	17b. \$
<b>Total Hardware (II-D + II-E)</b>	<b>18a. \$</b>	<b>18b. \$</b>

## Section III: Professional Development

### III-A. Staff Training Hours (Total 100%):

0-5 Hrs. \_\_\_\_% 5-15 Hrs. \_\_\_\_% 15-25 Hrs. \_\_\_\_% 25-50 Hrs. \_\_\_\_% 50+ Hrs. \_\_\_\_%

III-B. Applicant Expenditure	20a. \$	20b. \$
III-C. Contribution / In-Kind Donations	21a. \$	21b. \$
<b>Total Professional Development (III-B + III-C)</b>	<b>22a. \$</b>	<b>22b. \$</b>

## Section IV: Software

IV-A. Applicant Expenditure	23a. \$	23b. \$
IV-B. Contribution / In-Kind Donations	24a. \$	24b. \$
<b>Total Software (IV-A + IV-B)</b>	<b>25a. \$</b>	<b>25b. \$</b>

## Section V: Retrofitting

V-A. Applicant Expenditure	26a. \$	26b. \$
V-B. Contribution / In-Kind Donations	27a. \$	27b. \$
<b>Total Retrofitting (V-A + V-B)</b>	<b>28a. \$</b>	<b>28b. \$</b>

## Section VI: Maintenance

VI-A. Applicant Expenditure	29a. \$	29b. \$
VI-B. Contribution / In-Kind Donations	30a. \$	30b. \$
<b>Total Maintenance (VI-A + VI-B)</b>	<b>31a. \$</b>	<b>31b. \$</b>

**Total of E-Rate Initiative (Total of Section I to VI) 32a. \$ 32b. \$**

**Technology Implementation Level (Enter Number of schools/libraries at each level from worksheet)**

<b>Level 1 current:</b>	<b>Level 2 current:</b>	<b>Level 3 current:</b>	<b>Level 4 current:</b>
<b>Level 1 by 6/30/05:</b>	<b>Level 2 by 6/30/05:</b>	<b>Level 3 by 6/30/05:</b>	<b>Level 4 by 6/30/05:</b>

**For Consortium applicants choosing to provide a response on a disaggregated basis:**

Block 4 Entity Name: \_\_\_\_\_ Entity Number: \_\_\_\_\_  
Item 25 Worksheet Summary page: \_\_\_\_\_ of \_\_\_\_\_

Universal Service Administrative Company  
Schools and Libraries Division

Selective Review  
Instructions and Worksheet - Page 13

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**FUNDING COMMITMENT DECISION LETTER**

(Funding Year 2004: 07/01/2004 - 06/30/2005)

April 5, 2005

*Exhibit E*

LINDI HERNANDEZ  
COLEGIO NUESTRA SENORA DEL ROSARIO  
206 CALLE DR SALAS  
ARECIBO, PR 00612

Re: Form 471 Application Number: 410225  
Funding Year 2004: 07/01/2004 - 06/30/2005  
Billed Entity Number: 198187  
Applicant's Form Identifier: ROSARIO V BAJA 04

Thank you for your Funding Year 2004 E-rate application and for any assistance you provided throughout our review. Here is the current status of the funding request(s) featured in the Funding Commitment Report at the end of this letter.

- The amount, \$724.80 is "Approved."
- The amount, \$4,518.40 is "Denied."

Please refer to the Funding Commitment Report on the page following this letter for specific funding request decisions and explanations.

The Important Reminders and Deadlines immediately preceding this letter are provided to assist you throughout the application process.

**NEXT STEPS**

- Review technology planning approval requirements
- Review CIPA Requirements
- File Form 486
- Invoice the SLD using the Form 474 (service providers) or Form 472 (Billed Entity)

**FUNDING COMMITMENT REPORT**

On the pages following this letter, we have provided a Funding Commitment Report for the Form 471 application cited above. The enclosed report includes a list of the Funding Request Number(s) (FRNs) from your application. The SLD is also sending this information to your service provider(s) so preparations can be made to begin implementing your E-rate discount(s) after you file your Form 486. Immediately preceding the Funding Commitment Report, you will find a guide that provides a definition for each line of the Report.

**TO APPEAL THIS DECISION:**

If you wish to appeal the decision indicated in this letter, your appeal must be received by the SLD or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and e-mail address (if available) for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Identify which Funding Commitment Decision(s) you are appealing. Indicate the relevant funding year and the date

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of the FCOL. Your letter of appeal must also include the Billed Entity Name, the Form 471 Application Number, and the Billed Entity Number from the top of your letter.

3. When explaining your appeal, copy the language or text from the Funding Commitment Report that is at the heart of your appeal, to allow the SLD to more readily understand your appeal and respond appropriately. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep copies of your correspondence and documentation.
4. Provide an authorized signature on your letter of appeal.

If you are submitting your appeal on paper, please send your appeal to: Letter of Appeal, Schools and Libraries Division, Box 125 - Correspondence Unit, 80 South Jefferson Road, Whippany, NJ 07981. Additional options for filing an appeal can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We encourage the use of either the e-mail or fax filing options.

While we encourage you to resolve your appeal with the SLD first, you have the option of filing an appeal directly with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the above date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. If you are submitting your appeal via United States Postal Service, sent to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554. Further information and options for filing an appeal directly with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We strongly recommend that you use either the e-mail or fax filing options.

#### NOTICE ON RULES AND FUNDS AVAILABILITY

Applicants' receipt of funding commitments is contingent on their compliance with all statutory, regulatory, and procedural requirements of the Schools and Libraries Universal Service Support Mechanism. Applicants who have received funding commitments continue to be subject to audits and other reviews that USAC and/or the FCC may undertake periodically to assure that funds that have been committed are being used in accordance with all such requirements. The SLD may be required to reduce or cancel funding commitments that were not issued in accordance with such requirements, whether due to action or inaction, including but not limited to that by the SLD, the applicant, or the service provider. The SLD, and other appropriate authorities (including but not limited to USAC and the FCC), may pursue enforcement actions and other means of recourse to collect erroneously disbursed funds. The timing of payment of invoices may also be affected by the availability of funds based on the amount of funds collected from contributing telecommunications companies.

Schools and Libraries Division  
Universal Service Administrative Company

# FUNDING COMMITMENT REPORT

Form 471 Application Number: 410225  
Funding Request Number: 1124846 Funding Status: Funded  
Services Ordered: Telecommunications Service  
SPIN: 143012431 Service Provider Name: Puerto Rico Telephone Company,  
Contract Number: 1  
Billing Account Number: 787-858-2538  
Service Start Date: 07/01/2004  
Contract Expiration Date: 06/30/2005  
Site Identifier: 198187  
Annual Pre-discount Amount for Eligible Recurring Charges: \$3,624.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$3,624.00  
Discount Percentage Approved by the SLD: 20%  
Funding Commitment Decision: \$724.80 - FRN approved as submitted  
Funding Commitment Decision Explanation: The site-specific discount was corrected.

Funding Request Number: 1124852 Funding Status: Not Funded  
Services Ordered: Internet Access  
SPIN: 143022659 Service Provider Name: A New Vision in Educational Ser  
Contract Number: MTM  
Billing Account Number: NUE03001  
Service Start Date: 07/01/2004  
Contract Expiration Date: 06/30/2005  
Site Identifier: 198187  
Annual Pre-discount Amount for Eligible Recurring Charges: \$14,088.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$6,020.00  
Pre-discount Amount: \$20,108.00  
Discount Percentage Approved by the SLD: N/A  
Funding Commitment Decision: \$0.00 - Insufficient support resources  
Funding Commitment Decision Explanation: Dollars requested reduced to remove  
on-premise equipment related charges, eligibility could not be determined.  
Site-specific discount corrected. You were asked to demonstrate that you had secured  
funds at time of the Form 471 filing and you were unable to do so.

Funding Request Number: 1124858 Funding Status: Not Funded  
Services Ordered: Internet Access  
SPIN: 143022659 Service Provider Name: A New Vision in Educational Ser  
Contract Number: MTM  
Billing Account Number: NUE0301  
Service Start Date: 07/01/2004  
Contract Expiration Date: 06/30/2005  
Site Identifier: 198187  
Annual Pre-discount Amount for Eligible Recurring Charges: \$2,484.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$2,484.00  
Discount Percentage Approved by the SLD: N/A  
Funding Commitment Decision: \$0.00 - Insufficient support resources  
Funding Commitment Decision Explanation: The site-specific discount was corrected.  
You were asked to demonstrate that you had secured funds at time of the Form 471  
filing and you were unable to do so.

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### FUNDING COMMITMENT DECISION LETTER

(Funding Year 2004: 07/01/2004 - 06/30/2005)

April 5, 2005

LYDIA HERNANDEZ  
COLEGIO NUESTRA SENORA DEL ROSARIO  
205 CALLE DR SALAS  
ARECIBO, PR 00612

Re: Form 471 Application Number: 410242  
Funding Year 2004: 07/01/2004 - 06/30/2005  
Billed Entity Number: 198187  
Applicant's Form Identifier: ROSARIO V BAJA 04-2

Thank you for your Funding Year 2004 E-rate application and for any assistance you provided throughout our review. Here is the current status of the funding request(s) featured in the Funding Commitment Report at the end of this letter.

- The amount, \$7,037.60 is "Denied."

Please refer to the Funding Commitment Report on the page following this letter for specific funding request decisions and explanations.

The Important Reminders and Deadlines immediately preceding this letter are provided to assist you throughout the application process.

#### NEXT STEPS

- Review technology planning approval requirements
- Review CIPA Requirements
- File Form 486
- Invoice the SLD using the Form 474 (service providers) or Form 472 (Billed Entity)

#### FUNDING COMMITMENT REPORT

On the pages following this letter, we have provided a Funding Commitment Report for the Form 471 application cited above. The enclosed report includes a list of the Funding Request Number(s) (FRNs) from your application. The SLD is also sending this information to your service provider(s) so preparations can be made to begin implementing your E-rate discount(s) after you file your Form 486. Immediately preceding the Funding Commitment Report, you will find a guide that provides a definition for each line of the Report.

#### TO APPEAL THIS DECISION:

If you wish to appeal the decision indicated in this letter, your appeal must be received by the SLD or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and e-mail address (if available) for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Identify which Funding Commitment Decision(s) you are appealing. Indicate the relevant funding year and the date of the FCDL. Your letter of appeal must also include the Billed Entity Name, the

Form 471 Application Number, and the Billed Entity Number from the top of your letter.

3. When explaining your appeal, copy the language or text from the Funding Commitment Report that is at the heart of your appeal, to allow the SLD to more readily understand your appeal and respond appropriately. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep copies of your correspondence and documentation.

4. Provide an authorized signature on your letter of appeal.

If you are submitting your appeal on paper, please send your appeal to: Letter of Appeal, Schools and Libraries Division, Box 125 - Correspondence Unit, 80 South Jefferson Road, Whippany, NJ 07981. Additional options for filing an appeal can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We encourage the use of either the e-mail or fax filing options.

While we encourage you to resolve your appeal with the SLD first, you have the option of filing an appeal directly with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the above date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. If you are submitting your appeal via United States Postal Service, sent to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554. Further information and options for filing an appeal directly with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We strongly recommend that you use either the e-mail or fax filing options.

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Schools and Libraries Division  
Universal Service Administrative Company

## FUNDING COMMITMENT REPORT

Form 471 Application Number: 410242  
Funding Request Number: 1124922 Funding Status: Not Funded  
Services Ordered: Internal Connections  
SPIN: 143022659 Service Provider Name: A New Vision in Educational Ser  
Contract Number: ONE TIME  
Billing Account Number: NUE03001  
Service Start Date: 07/01/2004  
Contract Expiration Date: 09/30/2005  
Site Identifier: 198187  
Annual Pre-discount Amount for Eligible Recurring Charges: \$.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$26,428.00  
Pre-discount Amount: \$26,428.00  
Discount Percentage Approved by the SLD: N/A  
Funding Commitment Decision: \$0.00 - Insufficient support resources  
Funding Commitment Decision Explanation: Dollars requested reduced to remove  
ineligible Cisco 1760V router, install, Basic Training and/or svr outside the funding  
year. Site specific discount corrected. You were asked to demonstrate that you had  
secured funds at time of the 471 filing and you were unable to do so.

Funding Request Number: 1124930 Funding Status: Not Funded  
Services Ordered: Internal Connections  
SPIN: 143022659 Service Provider Name: A New Vision in Educational Ser  
Contract Number: ONE TIME  
Billing Account Number: NUE03001  
Service Start Date: 07/01/2004  
Contract Expiration Date: 09/30/2005  
Site Identifier: 198187  
Annual Pre-discount Amount for Eligible Recurring Charges: \$.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$8,760.00  
Pre-discount Amount: \$8,760.00  
Discount Percentage Approved by the SLD: N/A  
Funding Commitment Decision: \$0.00 - Insufficient support resources  
Funding Commitment Decision Explanation: You were asked to demonstrate that you had  
secured funds at time of the 471 filing and you were unable to do so.